

**SEVIER VALLEY CENTER  
EXECUTIVE MANAGEMENT BOARD MEETING  
June 24, 2014  
Snow College Richfield Board Room  
800 West 200 South  
Richfield, UT 84701  
10:00 A.M.**

Those present:	Spencer Hill Sam Steed Matt Creamer Gordon Topham Kevin Arrington Cade Douglas	Joe Anderson Patsy Daniels
----------------	---	-------------------------------

**1. Welcome**

Mr. Hill welcomed the group. He reported that Marvin Dodge is now working at SUU and Mr. Hill has been appointed to serve as the new Academic V.P. for Finance and Administration. He reported that he has been the Budget Director at Snow College for many years and in 2003 he served as the Budget Director at Richfield. He noted that he has always prepared the Financial Report that has been presented at these meetings.

**2. Election of Board Chair**

Mr. Hill reported that Marvin Dodge's leaving creates a vacancy in the SVC Executive Management Board Chair position, so he opened nominations for the Board Chair.

Superintendent Douglas nominated Spencer Hill as Chair to serve for one year, completing Mr. Dodge's term. Mr. Creamer seconded the nomination and it was passed unanimously by the Board.

**3. Approval of Amendment to the Joint Use Agreement**

Upon a motion made by Mr. Arrington and seconded by Mr. Steed, the Board unanimously approved the amendment to the Joint Use Agreement, which was the result of Snow College buying out the Sevier School District's interest in the facility.

It was noted that the Amendment reflects changes to the SVC Executive Management Board members. It now consists of the following seven members:

- Three (3) members from Snow College
  - President of Snow College or his appointee (Sam Steed)
  - V.P. for Finance and Administrative Services (Spencer Hill)
  - A fifth member to be designated by the Snow College President (Lisa Jones)
- Two (2) members from Sevier County
  - Chairman of Sevier County Commission (Gordon Topham)
  - A sixth member to be designated by the Sevier County Commission Chairman (Kevin Arrington)
- One (1) member from Richfield City (Matt Creamer)

- One (1) member from Sevier School District (Superintendent Cade Douglas). Brent Gubler is no longer on the Board.

Superintendent Douglas expressed appreciation to the Board members for allowing a member from Sevier School District to remain on the Board. He noted that he wants to continue to be involved, collaborative, supportive, etc., and to help in making it successful.

It was noted that when it is time to move furniture out of the Sevier Valley Center, Superintendent Douglas and Mr. Steed will work together on this. Superintendent Douglas reported that he feels good about the August 1, 2016, deadline and indicated that he will keep in touch and work with Snow College on the move.

Superintendent Douglas agreed to take the Amendment to his Board and then forward it on for official approval by all the parties.

#### **4. Approval of Minutes**

Upon a motion made by Mr. Topham and seconded by Mr. Creamer, the minutes of the previous meeting were unanimously approved.

#### **5. Financial Report**

Mr. Hill distributed and reviewed the SVC Financial Report. He noted that each year a new appropriation, plus the previous year's unexpended balance, shows as a beginning balance. He indicated that there is nothing unusual about the report.

He noted that beginning 2015-2016, he has asked that our chart of accounts be more user friendly to SVC, allowing for tracking of assets, revenues, and expenditures.

He reported that the \$167,113 includes the sinking fund balance and shows the total available with the exception of some numbers in food sales from Pizza Hut. He noted that categorizations are somewhat fuzzy, but the detail is accurate. By August, we will be able to see what happened in FY 2014.

Upon a motion made by Mr. Topham and seconded by Mr. Arrington, the Financial Report was unanimously approved as presented.

#### **6. Snow College Update**

Mr. Hill reported that Snow College has quite a bit of good news overall. Snow College has been appropriated \$31 million and it has never been over \$28 million—partly due to the new concurrent enrollment legislation sponsored by Senator Ralph Okerlund. Ten new faculty and three advisors are being hired and training sessions are being conducted this week to make sure everyone involved with concurrent enrollment is on the same page. It also includes 1.25% for COLA and 1.75% available for merit based wage increases. He noted that the Strategic Plan is for 5 years and includes a 3% increase annually for that period of time for staff and faculty.

Snow College is experiencing some good growth in enrollments and headcount is at 4,365. New dorms are filled to capacity right now and Snow needs to plan for continued growth. As a mixed blessing, missionaries will be returning using their deferred scholarships.

Last year, our Science Building made #2 on the Building Board List and WSU's Science Building was #1. We were ranked as #9 on the State Appropriations List and they funded through #8. This year, we have hit it again hard with a huge amount of optimism. Last week

President Carlston was authorized to proceed by the Chairman of the Appropriation Committee with a commitment that they will back us as much as they can. The location for the new building has not yet been determined.

We now have full time teachers at Richfield in the following areas: Mathematics, Chemistry, Biology, and English with plans to bring a Social Science person in as well.

#### **7. Repair/Maintenance Update**

Mr. Steed reported on a meeting with Mr. Anderson and his crew where the summer projects were outlined. They had a head start on the VIP Lounge and are close to meeting the July 1 deadline. The cabinets have been ordered. Mr. Anderson reported that the purpose of the lounge is to pay special attention to the donors and thank those who helped financially or as volunteers. An Open House will be held on September 9, 2014, starting at 10:00 A.M.

Mr. Steed has met twice on a \$50,000 amount from DFCM for materials for the lighting projects. He also met with another DFCM representative on the fence that will be put in this year on improvements and eliminate parking issues that have created safety concerns. Officer Bob Wright has sent a letter to the property owners and Mr. Steed is working on the property lines and “no parking” signs.

SR Mechanical is in the process of getting the air handlers going in the building.

Mr. Anderson reported that they are anticipating their bat check in August. The company that repaired the building guaranteed that no bats could enter. If they do, the company will come down at their own expense and repair it again. To date, no bats have been seen.

Remodeling of the ticket office is underway.

#### **8. Event Update**

Mr. Anderson distributed and reviewed event highlights. He noted that they had a good spring with a good cross check of events—sports to dances to concerts. A Snow College women’s basketball clinic was held, which was very positive, and the coach has rescheduled for next year. He noted that the UGIC Convention of 150 people all needing internet access at the same time worked out very well.

#### **9. Other Discussion Items**

Mr. Anderson reported that they have done a charge comparison and as a standard they have found parking fees charged at every facility. Since our rents are still not covering most events, he suggested that parking fees in the north parking lot be charged for major events. It is another opportunity to gain income for the facility for maintenance. He asked the group to email him or call with any ideas. It was suggested that members ask a few people about it and then this item will be discussed further at the next meeting to review enforcement, charging for different events, ticket price increase vs. parking fees, public acceptance, etc.

#### **10. Next Meeting**

The next meeting was scheduled for September 9, 2014, at 10:00 A.M. in the SVC VIP Lounge  
*Following the meeting, this date was postponed until November 4, 2014.*

#### **11. Adjournment**

The meeting was adjourned at 11:25 A.M.